

**Instructions for Downloading Forms to Complete Fiscal Year 2002-03  
Negotiated Net Amount/Drug Medi-Cal Final Budget and Contract Amendment  
(Version V.2)**

The Department of Alcohol and Drug Programs (ADP) is providing access to budget information for the Fiscal Year (FY) 2002-03 Negotiated Net Amount (NNA) and/or Drug Medi-Cal (DMC) final amendment contract on ADP's Web site.

The data and instructions are now available for download online at [www.adp.ca.gov/NNA/nnamain.shtml](http://www.adp.ca.gov/NNA/nnamain.shtml). The site provides Excel worksheet files as well as Service Code, Program Code, and Funding Line information for use in preparing your budget. You may also access your budget data at [www.adp.ca.gov](http://www.adp.ca.gov), by clicking the link "Alcohol/Drug Programs" on the left and scrolling down the page to "Negotiated Net Amount (NNA)".

The data downloaded from the Web site represents information from your FY2002-03 first amendment and information reflected in the Budget Act allocation (ADP Bulletin 02-19, dated October 10, 2002) for FY 2002-03 NNA and/or DMC Contract submission. Please be aware that the NNA and DMC data may have changed due to line additions and deletions.

To complete the V.2 Amendment in Paradox, you will need Paradox Runtime Version 9 software. If you do not have Paradox Runtime, you may download this software from the same link identified above. If you have any problems, please contact your fiscal analyst.

You may download your county budget data until **May 1, 2003**. After this date, downloading your budget information from the Web site will no longer be available. If you are not able to access the budget amendment online, please request a pre-programmed diskette from your assigned fiscal analyst.

After you have completed your budget amendment, save the data on a disk and include a copy of the County Summary Report. You can access the County Summary Report from the Paradox Budget application. Go to the "Prevention/Treatment Summary" screen and click on the "County Summary Report" box.